

KENT COUNTY WATER AUTHORITY

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS

September 2, 2025

A meeting of the Board of Directors of the Kent County Water Authority was held on the 2nd day of September, 2025, at 3:30 p.m. at the offices of the Authority, 35 Technology Way, West Greenwich, RI, in the Robert B. Boyer Board Room.

Vice-Chairman Jeffery M. Guisti opened the meeting at 3:30 p.m. Board members Scott Duckworth, Geoff Rousselle, Brian Kortz, and Charles Donovan were all in attendance along with Executive Director/Chief Engineer David L. Simmons, Legal Counsel Michelle M. Hawes, Esq., Sr. Director of Finance and Human Resources Michael Lanfredi, Chief of Operations Richard Burns and Deputy Director Nicole Campagnone.

Mr. Rousselle led the room in the pledge of allegiance.

**Sessions pursuant to RIGL 42-46-5(a)(1) relating to discussions of the job performance, employment status.**

Ms. Hawes was introduced by Mr. Simmons. Two employees appeared for executive session for employment status review. Ms. Hawes advised both employees that they had the right for the review to be done at executive session, or, at their option, they could be moved to the beginning of the agenda to have the review resolved at open session. Both employees orally agreed to proceed at the beginning of the agenda and waive executive session.

David Simmons read a favorable report on employee Joseph Oliver. He noted that Mr. Oliver had been employed with KCWA for 2 years and recommended he be transitioned to a full-time position. Mr. Rousselle moved to approve the recommendation and update the employee status from probationary to full-time. Mr. Duckworth seconded the motion. Motion was approved unanimously.

David Simmons read a favorable report on employee Brendan McCarron. He noted that Mr. McCarron had been employed with KCWA for 2 years and held a masters degree in geosciences. He recommended that Mr. McCarron be transitioned to a full-time position. Mr. Guisti moved to approve the recommendation and update the employee status from probationary to full-time. Mr. Rousselle seconded the motion. Motion was approved unanimously.

### **Approval Of The Minutes**

The minutes of the board meeting held on July 10, 2025, as well as executive session of the same date, were presented for approval. Mr. Rousselle moved the approval, seconded by Mr. Duckworth. Both sets of minutes were approved unanimously.

### **Legal Counsel:**

#### **CONE Receivership**

Ms. Hawes said there was nothing additional to report in the CONE receivership.

#### **PFAS Litigation**

Ms. Hawes advised that there was no changes to the legal status of the settlements, and that payments were coming in. Ms. Campagnone confirmed that some settlement money had been received, and other settlement payments were in process. She also shared that she was preparing and submitting data for the purposes of the pending settlements.

### **Director of Finance Report:**

#### **Closing Report/ Cash Report July 2025**

Mr. Lanfredi, Finance Director, explained and submitted the financial report. He reported on the Cash Receipts and Disbursements and Statement of Cash Location FY 2025-2026 as of July 2025 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of July 2025, attached as exhibit "A", and a thorough discussion ensued with regard to the sales and revenue.

Mr. Lanfredi discussed the delinquencies, payment plans and shutoffs.

Mr. Lanfredi stated that July numbers were strong, as to be expected in the warm summer months and that usage increased in the summertime. He stated that the August numbers were looking the same.

Mr. Rousselle moved, seconded by Mr. Duckworth, to accept the reports and attach the same as an exhibit and that the same be incorporated by reference and be made a part of these minutes.

Upon Motion duly made and seconded, it was unanimously,

VOTED: That the Cash Receipts and Disbursements and Statement of Cash Location FY 2025-2026 as of July 2025 and Statement of Revenues, Expenditures, and Changes in Fund Balance as of July 2025, attached as exhibit "A", be approved as presented and be incorporated herein and are made a part hereof.

### **Personal Privilege and Communication**

Well wishes were shared for Chairman Robert Boyer who was ill.

### **EXECUTIVE DIRECTOR/CHIEF ENGINEER'S REPORT**

#### **New England Water Works Association Utility of the Year Award**

Mr. Simmons described the 2025 Utility of the Year award that KCWA was recently awarded. He advised that an awards ceremony would be taking place in Maine, and that he would be attending to accept the award on behalf of the Authority. He advised that any board member was welcome to attend with the Authority.

Discussion was had with various suggestions regarding publicizing the award. Mr. Simmons noted that the award will be noticed to the public as part of the annual report in October. Board members congratulated Mr. Simmons on the award and Ms. Campagnone on gathering the data to submit for the award.

### **ONGOING PROJECTS**

#### **East Greenwich Well Treatment Plant Pilot study startup – RIDOH approval- Design update.**

Mr. Simmons said that the Rhode Island Department of Health had questions in regard to the design proposed which required the designs to be updated and the Department of Health had been reassured that the designs achieved the desired objectives.

Mr. Rouselle noted that Smithfield was going in on the plan. Mr. Simmons responded to a question asked that all of the equipment would be preserved. The project progress remains ongoing.

#### **Action Item: IFR 2022- Balancing Change Order (CO No. 4)**

Mr. Simmons presented the final change order. He explained that this change order would close out the project by balancing the accounts. He stated that this change order actually provided a credit as the project came in under budget. Mr. Rouselle moved, seconded by Mr. Guisti, to approve the balancing change order number four as recommended by Mr. Simmons. Motion made and duly seconded, it was unanimously

VOTED: Approve balancing change order number four for the amount of  
-\$742,973.14

### **PWSB General Rate Filing**

Mr. Simmons began the discussion of the pending rate filing which was approved by the PUC to take effect August 1, 2025. He explained that the rate filing had included a re-classification of wholesale rates by low-service and high-service suppliers. KCWA was among the low-service suppliers. There was a settlement which was entered into by some of the rate participants, KCWA had no objection to the settlement agreement. Under the current rate order that was approved by the PUC, KCWA customers would see a significant rate decrease.

Mr. Simmons noted that Greenville, Lincoln and Smithfield, who had been classified as high service suppliers, were faced with a significant rate increase and had objected to the rate allocation. Ms. Hawes further clarified the procedural posture and confirmed that the high-rate suppliers had filed a petition for a writ of certiorari with the Rhode Island Supreme Court, and writ had issued on August 6, 2025. Those same parties had sought a stay of the rate order with the PUC which had been denied. They have since petitioned the Supreme Court for a stay, and that motion for a stay was still pending in the Supreme Court.

Mr. Simmons stated that next step would be to file a pass-through rate filing to reduce the rates as there is no stay currently, so the rates are in effect.

### **PFAS Settlement First installment of 3M Phase One Action Fund Settlement award.**

Mr. Simmons advised the board that Ms. Hawes had discussed this in the legal matters portion of the meeting. Mr. Simmons discussed how these funds would be applied to the PFAS mitigation as well as the \$5 million in principal forgiveness from the Rhode Island Infrastructure Bank.

### **Coventry Projects**

#### **Coventry High School Sewer Extension project**

Mr. Simmons noted that the project was scheduled to begin on September 22, 2025. Project is not a KCWA project, but that KCWA was working in conjunction.

#### **RI National Guard project update to provide water service inclusive of a new pressure gradient on Read Schoolhouse Road.**

Mr. Simmons advised the board that the project was ongoing and on track. He also stated that this was not a KCWA project, but that KCWA would be working in conjunction.

**EPA Revised Lead and Copper Rule Lead service line inventory update. GLO initiative.**

Ms. Campagnone update the board. She advised the board that they reduced unknowns to 287 on the KCWA side of the service lines. She updated the board on GLO team efforts to scan in records and noted that they had recently scanned in over 9,000 records. Further, the information table at the West Warwick library had been the most successful community outreach to date which has resulted in increased community participation. Their goal was to get service line information from customers and said that they mostly had been cooperative. She said more scanning and door knocking was to be done.

Mr. Burns noted that identifying the service numbers on the documents was important, and that the scanning process was not only scanning the files but renaming the files to be referenced. He noted that account numbers go back to the 1800s.

**Office and Maintenance Facility: Punchlist and project closeout items.**

Mr. Simmons discussed this topic. He stated that almost everything had been completed and that it was anticipated that the project should close out shortly.

**1072 Main St. – ACTION ITEM: Secretary Certificate**

Item was held to confirm Secretary Certificate.

**Executive Session: 4:30pm Pursuant to RIGL 42-46-5(5): Discussions pertaining considerations related to the acquisition of real property for public purposes.**

**Executive Session: 4:45pm Pursuant to RIGL 42-46-5(2): Discussions pertaining to litigation -RIDOT- Construction Pipe Gantry Issues-KCWA v. D'Ambra Construction and RIDOT- KC-2021-0704.**

Mr. Kortz moved, seconded by Mr. Duckworth, that the body go into executive session for the reasons set forth in the agenda. It was voted unanimously to go into executive session.

The board enters executive session at approximately 4:30 pm.

The board enters open session at approximately 4:50 pm.

Mr. Duckworth moved, seconded by Mr. Rouselle, to emerge from executive session. It was unanimously voted to exit executive session and return to regular open session.


Mr. Duckworth moved, seconded by Mr. Rousselle, to seal the minutes of the executive session. The vote was unanimous.

**1072 Main St. – ACTION ITEM: Secretary Certificate**

Agenda item resumed discussion with Mr. Simmons presenting the secretary certificate document to the board. Mr. Simmons presented the secretary certificate prepared by Attorney Sullivan to be utilized for the closing of the sale of the property. The certificate, a true copy attached hereto and made a part of the minutes, was read. Mr. Rouselle moved to approve the certificate and terms contained therein as read. Mr. Duckworth seconded. The vote to approve was unanimous

There being no further business before this board, on motion duly made by Mr. Rouselle, seconded by Mr. Duckworth, and carried, the meeting was adjourned at 5:00 p.m.

Dated: September 18, 2025

  
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Michelle Hawes  
Legal Counsel

[illegible]





**KENT COUNTY WATER AUTHORITY  
MONTHLY FINANCE REPORT  
FOR THE MONTH ENDING AUGUST 31, 2025**

	<u>Aug 2025</u>	<u>Aug 2024</u>
<b><u>Cash Receipts &amp; Disbursements</u></b>		
Washington Trust-Deposit Account	\$ 915,505	\$ 1,244,548
Washington Trust-Checking Account	211,285	7,393
Washington Trust-Bald Hill Escrow Acct	-	603,662
RIIB-Revenue Bond Fund	-	33,120
BNYM Restricted Accounts	8,999,876	11,970,419
	<u>\$ 10,126,666</u>	<u>\$ 13,859,142</u>
 Collections	 \$ 2,693,399	 \$ 2,503,422
Disbursements	\$ 2,211,501	\$ 3,141,845
<b><u>Revenues</u></b>		
Monthly Budgeted	\$ 2,178,250	\$ 2,379,917
Monthly Actual	3,167,626	2,145,964
Over/(Under) Budget	<u>\$ 989,376</u>	<u>\$ (233,953)</u>
 YTD Budgeted	 \$ 4,623,000	 \$ 4,202,833
YTD Actual	5,513,469	4,579,388
Over/(Under) Budget	<u>\$ 890,469</u>	<u>\$ 376,555</u>
<b><u>Expenditures</u></b>		
Monthly Budgeted	\$ 1,693,083	\$ 1,586,417
Monthly Actual	1,917,288	1,904,519
(Over)/Under Budget	<u>\$ (224,205)</u>	<u>\$ (318,102)</u>
 YTD Budgeted	 \$ 3,224,561	 \$ 3,288,333
YTD Actual	3,650,666	3,435,537
(Over)/Under Budget	<u>\$ (426,105)</u>	<u>\$ (147,204)</u>
 YTD Budgeted Surplus/(Deficit)	 \$ 464,365	 \$ 229,351
 Sales	 \$ 2,854,810	 \$ 2,131,037
<b><u>Open Receivables</u></b>		
0-30 Days	\$ 2,803,843	\$ 2,075,736
31-60 Days	404,168	374,947
61-90	97,029	122,618
Over 90 Days	71,785	50,712
	<u>\$ 3,376,825</u>	<u>\$ 2,624,014</u>

Kent County Water Authority  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
AS OF 08/2025

ACCOUNT DESCRIPTION	C U R R E N T M O N T H		Y E A R - T O - D A T E		ACTUAL OVER/ UNDER BUDGET
	BUDGET	ACTUAL	BUDGET	ACTUAL	
REVENUES					
1-4190 INTEREST & DIVIDEND INC.	70000.00	30797.40	140000.00	61735.52	-78264.48
1-4210 MISCELLANEOUS INCOME	5000.00	368527.42	10000.00	372680.45	362680.45
1-4750 OTHER REVENUE-SAMPLES	833.33	1500.00	1666.66	1800.00	133.34
TOTALS FOR OTHER INCOME	75833.33	400824.82	151666.66	435215.97	284549.31
1-1184 MISC BILLABLE WORK	833.33	23.71	1666.66	-2072.21	-3738.87
1-461A METERED SALES - GC	1460000.00	1969497.57	3160000.00	3604661.64	444661.64
1-461B METERED SALES - IC	316000.00	387101.32	645000.00	706580.25	61580.25
1-4620 PRIVATE FIRE PROTECTION	30833.33	32936.18	61666.66	65993.40	4326.74
1-4630 PUBLIC FIRE PROTECTION	131666.66	131756.02	263333.32	263512.04	178.72
1-4640 SALES -PUBLIC AUTHORITIES	64000.00	103210.70	143000.00	182562.52	39562.52
1-4660 SALES FOR RESALE	80833.33	127516.04	161666.66	219199.55	57532.89
1-4710 SERVICE AND LATE CHARGE	8500.00	7470.56	15500.00	15845.11	345.11
1-4730 OTHER REVENUE-INSPECTIONS	5583.33	998.50	11166.66	9548.50	-1618.16
1-4740 OTHER REVENUES & W.P.6.9%	4166.66	6290.96	8333.32	11422.38	3089.06
TOTALS FOR OPERATING REVENUE ACCTS.	2102416.64	2766801.56	4471333.28	5077253.18	605919.90
TOTALS FOR REVENUES	2178249.97	3167626.38	4622999.94	5513469.15	890469.21
EXPENDITURES					
1-6020 PURCHASED WATER	702000.00	756663.31	1389000.00	1504548.98	-115548.98
TOTALS FOR SOURCE OF SUPPLY EXPENSES	702000.00	756663.31	1389000.00	1504548.98	-115548.98
1-6210 FUEL FOR PUMPING	8333.33	7517.24	16666.66	20011.01	-3344.35
1-6230 POWER PURCHASED	66666.66	129706.10	133333.32	207294.72	-73961.40
1-624A PUMPING LABOR	16666.66	19056.98	33333.32	37946.64	-4613.32
1-624B PUMPING EXPENSES				182.06	-182.06
1-6310 STRUCTURE/IMPROVE LABOR	8333.33	4800.05	16666.66	13032.47	3634.19

Kent County Water Authority  
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AS OF 08/2025

ACCOUNT DESCRIPTION	C U R R E N T M O N T H		Y E A R - T O - D A T E		ACTUAL OVER/ UNDER BUDGET
	BUDGET	ACTUAL	BUDGET	ACTUAL	
1-6330 PUMPING EQUIPMENT LABOR	6666.66	9059.86	13333.32	16775.33	-3442.01
TOTALS FOR PUMPING EXPENSES	106666.64	170140.23	213333.28	295242.23	-81908.95
1-6410 CHEMICALS	6250.00	1494.52	12500.00	27392.71	-14892.71
1-642A WATER TREATMENT LABOR	14583.33	18310.55	29166.66	35201.84	-6035.18
1-642B OPERATION EXPENSES	12500.00	20823.11	25000.00	29361.71	-4361.71
1-6510 MAINT STRUCT & IMPROVE	8333.33	285.96	16666.66	558.90	16107.76
1-6520 TREATMENT EQUIPMENT	3750.00	4760.34	7500.00	5318.67	2181.33
TOTALS FOR WATER TREATMENT EXPENSES	45416.66	45674.48	90833.32	97833.83	-7000.51
1-662A T & D LINE LABOR	2083.33	107.82	4166.66	224.02	3942.64
1-662B T & D SUPPLIES & EXP	2083.33	835.84	4166.66	3211.05	955.61
1-663A T & D METER LABOR	6250.00	2639.06	12500.00	9171.34	3328.66
1-6650 T & D MISC	2083.33	689.57	4166.66	2211.14	1955.52
1-6720 RESERVOIR & STANDPIPE	4583.33	7963.30	9166.66	14556.19	-5389.53
1-6730 MAINT T & D MAINS	79166.66	92892.74	158333.32	211223.11	-52889.79
1-6750 SERVICE & CURB BOX	20833.33	48792.62	41666.66	77329.30	-35662.64
1-6760 METER REPAIRS	10416.66	6725.16	20833.32	17628.20	3205.12
1-6770 HYDRANT MAINTENANCE	10416.66	19738.53	20833.32	30587.49	-9754.17
TOTALS FOR TRANS. & DISTR. EXPENSES	137916.63	180384.64	275833.26	366141.84	-90308.58
1-902A METER READING LABOR	3750.00	6554.32	7500.00	12568.87	-5068.87
1-903A OFFICE ADMIN LABOR	20416.66	19249.78	40833.32	36665.21	4168.11
1-903B CUSTOMER BILLING SUPPORT	14583.33	14134.90	29166.66	27487.71	1678.95
TOTALS FOR CUSTOMER ACCT. EXPENSES	38749.99	39939.00	77499.98	76721.79	778.19
1-9090 SHIPPING & FREIGHT	1083.33	456.64	2166.66	929.72	1236.94
1-9100 COMMUNICATIONS EXPENSE	11666.66	11261.44	23333.32	25637.41	-2304.09
1-9160 PROPERTY TAXES			55000.00	53178.47	1821.53

REPORT DATE 09/16/2025  
SYSTEM DATE 09/16/2025  
FILES ID Z

Kent County Water Authority  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

AS OF 08/2025

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TIME 15:10:05  
USER MLANFREDI

ACCOUNT DESCRIPTION

	C U R R E N T M O N T H			Y E A R - T O - D A T E		
	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET	BUDGET	ACTUAL	ACTUAL OVER/ UNDER BUDGET
1-9170 COMPUTER EXPENSE	24000.00	34518.17	-10518.17	214000.00	223834.16	-9834.16
1-9180 LICENSES & PERMITS	416.66	500.00	-83.34	833.32	850.00	-16.68
1-9190 BANK CHARGES	29166.66	29564.14	-397.48	58333.32	54165.00	4168.32
1-9200 OFFICE SALARY LABOR	39583.33	32802.79	6780.54	79166.66	82894.95	-3728.29
1-9210 OFFICE SUPPLIES & EXP	5416.66	4210.26	1206.40	10833.32	13744.14	-2910.82
1-9230 OUTSIDE SERVICES	18750.00	27995.85	-9245.85	37500.00	64813.85	-27313.85
1-9240 INSURANCE EXPENSE	21666.66	25910.09	-4243.43	43333.32	48473.17	-5139.85
1-9260 EMPLOYEE BENEFITS	79000.00	78575.96	424.04	158000.00	157511.48	488.52
1-9280 REGULATORY COMM EXP	1500.00		1500.00	3000.00		3000.00
1-930A MISC GENERAL EXPENSE	83.33		83.33	166.66		166.66
1-930B MISC-BOD EXPENSE	1750.00	1750.00		3500.00	3500.00	
1-932A GENERAL PLANT LABOR	20833.33	26230.43	-5397.10	41666.66	67617.23	-25950.57
1-932B GARAGE/TRUCK LABOR	10416.66	24315.25	-13898.59	20833.32	31440.32	-10607.00
1-9330 PAID TIME OFF	44000.00	41967.20	2032.80	-149000.00	-140034.08	-8965.92
1-9340 UNCOLLECTIBLE (WRITE OFF)	83.33		83.33	166.66		166.66
TOTALS FOR ADM. & GENERAL EXPENSES	309416.61	340058.22	-30641.61	602833.22	688555.82	-85722.60
1-4030 DEPRECIATION EXPENSE	335000.00	366525.52	-31525.52	670000.00	733051.04	-63051.04
1-4080 PAYROLL TAXES	17916.66	17903.08	13.58	35833.32	19175.12	16658.20
1-4270 INTEREST EXPENSE				-130605.00	-130604.56	-.44
TOTALS FOR OTHER EXPENSES	352916.66	384428.60	-31511.94	575228.32	621621.60	-46393.28
TOTALS FOR EXPENDITURES	1693083.19	1917288.48	-224205.29	3224561.38	3650666.09	-426104.71
EXCESS OF REVENUE OVER EXPENDITURES FOR general	485166.78	1250337.90	765171.12	1398438.56	1862803.06	464364.50

OTHER ADJUSTMENTS TO FUND BALANCE

FUND BALANCES - JULY 1  
FUND BALANCES - AUGUST 31

0.00  
182071346.07  
183934149.13  
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